## Minutes: Early ACCESS Executive Committee Meeting

Date, time, and place

Wednesday, July 7, 2010 12:00pm-2:00pm

Grimes State Office Building, 3<sup>rd</sup> Floor, 3 South Conference room

Attendees

Present: Debra Waldron, Julie Hahn, Jeff Anderson, Gina Greene, Jane Borst,

Gretchen Hageman, LauraBelle Sherman-Proehl Kelly Hancock and Mary Stevens via conference call

Staff: Julie Curry, Marion Kresse, Rae Miller, Meghan Wolfe, Angi Walker

Not attending: Carrie Sodders

Meeting start; Approval of previous Kelly Hancock

Introductions were made by those in attendance.

**minutes** Quorum was established.

**12:10 - 12:12** *Action:* LauraBelle Sherman-Proehl motioned for approval of the Minutes of the

April 7, 2010 Executive Committee meeting, a second motion was made by Debra

Waldron; the minutes were unanimously approved as submitted.

Lead Agency Update 12:12 – 12:20 LauraBelle Sherman Proehl

At the Signatory Agency (SA) meeting, members spoke about American Recovery and Reinvestment Act (ARRA) dollars. Those present at the SA meeting went through obligated funds for each agency. There is still some funding that needs to be obligated.

The Memorandum of Agreement (MOA) Action Plan and Work Plan were reviewed; the SA liaisons have worked to determine what steps are necessary to make the Action Plan activities possible. The next meeting will concern reviewing assignments and activities to ensure that Action Plan goals are achievable.

Julie Curry shared that the Department of Education (DE) received a determination from the Office of Special Education Programs (OSEP), and received a rating of "meets requirements", which is the top determination. The DE was commended for their high performance in the national indicators.

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## Minutes: Early ACCESS Executive Committee Meeting, Continued

Set ICEA Priorities 12:20 – 1:45 Kelly Hancock

Four Priority Strategy areas were identified at a previous Council meeting. The full Council voted for the priority area they would like to emphasize in upcoming years.

## **Priority Strategies:**

- 1. Early ACCESS uses data-informed decision-making for state and local system improvement.
- 2. Early ACCESS has the capacity to identify eligible children.
- 3. (tie) Early ACCESS has sufficient financial resources needed for current and anticipated growth of early intervention service system.
- 4. (tie) Training opportunities include evidence-informed practices relevant to specific disciplines.

Members discussed the four priority areas, and felt that concentrating on priority area one and obtaining good data would then allow for concentration on the other three priority areas. Members voted unanimously to support priority area one as the main priority on which to focus efforts.

A suggestion was made to hire a facilitator to identify questions from the council. State agencies will be asked to make recommendations on this.

Membership Committee 1:45-1:50 Gina Green

All nominations have been filled for FY 2010-2011 except for the parent representative for the executive committee.

The following individuals were appointed by Governor Culver to serve on the ICEA: Robert Anderson, Jeff Anderson, Gladys Alvarez, Michael Bergen, Paula Connolly, Gretchen Hageman, Emily Halls, Nichol Kleespies, Aryn Kruse, and Scott Stran

Staff will work to identify a parent representative to find parent representative for the Executive Committee.

Plan next Executive Committee Meeting 1:50 - 2:00 Kelly Hancock

The table below indicates the topic and discussion leader for the August 19, 2010, ICEA Executive Committee meeting.

Topic	Discussion Leader
Lead Agency update	LauraBelle Sherman Proehl
Sustainability Survey	Julie Curry
MOA Action Plan Update	LauraBelle Sherman Proehl
CHSC Service Coordination	Deb Waldron
Planning the ICEA Orientation	Kelly Hancock/Julie Hahn
Planning the ICEA Meeting	Kelly Hancock/Julie Hahn

## Minutes: Early ACCESS Executive Committee Meeting, Continued

Plan next Executive Committee Meeting 1:50 - 2:00 The schedule for the Executive Committee for the 2010-2011 year is below. The Executive Committee will meet from 11:00 - 1:00 on the dates below; the Signatory Agencies will meet from 1:00 - 2:30 on the same dates.

Agencies will meet from 1.00 - 2.30 on the san

Jesse Parker Building – Knudsen Room October 13, 2010 December 8, 2010 February 2, 2011 April 20, 2011 June 8, 2011

FYI - draft Agenda for September 24<sup>th</sup> ICEA meeting

The table below indicates the topic and discussion leader for the Sept. 24, 2010 ICEA meeting. (Orientation September 23<sup>rd</sup> evening/dinner) tentative orientation schedule to be sent to Signatory Agencies.

Topic	Discussion Leader
Introduce New Members	Kelly Hancock
Family Story	work with Parents as presenters
Election of Officers	Mary Stevens
Recognizing the new ICEA Chair	Kelly Hancock
Executive Committee Report	Julie Hahn
Medicaid 101 - for new members	Jim Donoghue
Lunch / ICEA Committees - need	
overview of committees prior for new	
members (include in orientation)	
APR Indicator Reports	State Staff
Priority Setting for FY 11- overview	Julie Hahn
ICEA Committee Reports	Chairs of Committees
Sharing Activities / Adjourn	Julie Hahn

Adjourn 2:07

Next meeting August 19, 2010, 12:45 - 2:45 PM, Location TBD Motion - Mary Stevens, second by Jeff Anderson. Unanimous.